## CITY OF BURBANK FISCAL YEAR 2013-14 ADOPTED ANNUAL BUDGET

### CITY COUNCIL

Emily Gabel-Luddy, Mayor Dr. David Gordon, Vice-Mayor

Gary Bric Council Member

Bob Frutos
Council Member

Jess Talamantes Council Member

#### **ELECTED OFFICIALS**

Debbie Kukta, City Treasurer Zizette Mullins, City Clerk

## APPOINTED OFFICIALS

Ken Pulskamp, City Manager Amy Albano, City Attorney

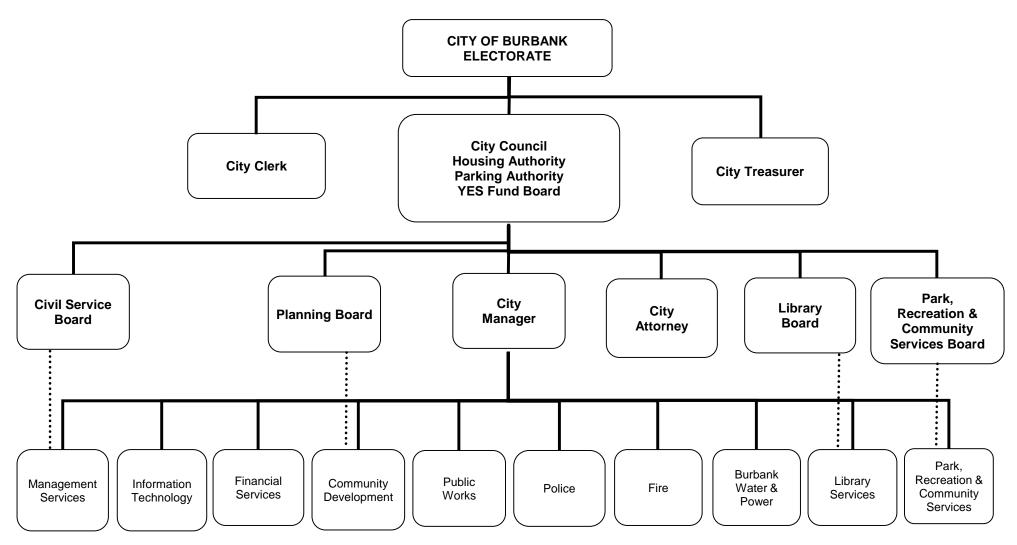
## **MANAGEMENT TEAM**

Ronald E. Davis, Burbank Water & Power General Manager
Joy Forbes, Community Development Director
Justin Hess, Interim Assistant City Manager
Cindy Giraldo, Financial Services Director
Tom Lenahan, Fire Chief
Jennifer L. Wyatt, Information Technology Director
Sharon Cohen, Library Services Director
Betsy Dolan, Interim Management Services Director
Judie Wilke, Park, Recreation & Community Services Director
Scott LaChasse, Police Chief
Bonnie Teaford, Public Works Director

### **BUDGET PREPARATION STAFF**

Jennifer Becker, Deputy Financial Services Director Patrick Flynn, Grants and Revenue Manager Leana Mkrtchyan, Administrative Officer Susan Langford, Senior Administrative Analyst Joy Escalante, Administrative Analyst I Meri Davtian, Administrative Analyst I

(The compilation of this document would not have come to fruition without the significant input from several other departmental personnel.)



#### Boards, Committees and Commissions in Burbank Municipal Code (Not in City Charter)

Art In Public Places Committee
Board of Building and Fire Code Appeals
Burbank Housing Corporation
Burbank Water and Power Board

Civic Pride Committee Heritage Commission Landlord-Tenant Commission Senior Citizen Board Sustainable Burbank Commission Traffic and Transportation Committee Transportation Commission Youth Board

# **TABLE OF CONTENTS**

City Manager's Budget Message	BM-1
Budget User's Guide	BG-1
Budget Summaries	SUM-1
Revenues	REV-1
DEPARTMENTAL BUDGETS	
City Council	1
City Clerk	7
City Treasurer	17
City Attorney	21
City Manager	27
Management Services	33
Information Technology	51
Financial Services	61
Park, Recreation and Community Services	69
Library Services	123
Community Development	131
Public Works	153
Fire	185
Police	205
Non-Departmental	229
Special Revenue Funds	231
Internal Service Funds	255
Burbank Water and Power	275
Enterprise Funds	291
Redevelopment Agency	313
Successor Agency	317
Housing Authority	325
Parking Authority	333
Performance Measures	PM-1
Glossary	G-1
Appendix	AP-1
Index	IND-1



Last year's Adopted FY 2012-13 Annual Budget document received two awards. The Government Finance Officer's Association of the United States and Canada (GFOA) presented a "Distinguished Budget Presentation Award" to the City of Burbank, California for its annual budget for the fiscal year beginning July 1, 2012. In order to receive this award, a governmental entity must publish a budget document that meets program rating criteria, as a policy document, operations guide, financial plan, and communications device.

This award is valid for a period of one year only. In preparing the Adopted FY 2013-14 Annual Budget document, staff has once again followed the GFOA criteria. This document will be submitted to be considered for the 2013-14 budget award.



At the State level, the City's Adopted Fiscal Year 2012-13 Annual Budget document received the "Excellence in Operational Budgeting 2012-13" award from the California Society of Municipal Finance Officers (CSMFO). As with the GFOA, the CSMFO also has a set of specific rating criteria. This award is also valid for a one year period only.

In preparing the Adopted FY 2013-14 Annual Budget document, staff has once again followed the CSMFO criteria, as well as made enhancements to the budget document. This document will be submitted to the CSMFO to be considered for the FY 2013-14 budget award.

## (This Page Left Intentionally Blank)

